

**ADAMS COUNTY PUBLIC WORKS COMMITTEE**  
**October 8, 2008, 7:00 PM**  
**LANDFILL, 1420 Hwy 21, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
David Renner, Secretary  
Florence Johnson  
Dean Morgan, Vice-Chair  
Mike Keckeisen

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Hank Strohmeyer, Foreman  
Greg Kobs  
Barb Morgan  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Public Works Committee was called to order by Chair, Larry Babcock at 7:00 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, RENNER, MORGAN, KECKEISEN.

**APPROVAL OF AGENDA:** *Motion by Johnson, second by Renner, to approve the Amended Agenda as printed. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM SEPTEMBER 9, 2008:** *Motion by Morgan, second by Renner, to approve the Open Session minutes as presented for September 9, 2008 meeting. All in favor. Motion carried.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Greg Kobs suggested that the Highway Department meet with the Towns to find out how they can get more work from them. Discussion was held on how a meeting with the Towns could benefit both the Highway and the Solid Waste Departments. The Committee will discuss this with the Highway Commissioner at their meeting later this week. We will continue discussions on this topic. There was no other public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** Ms. Diemert had no communications, correspondence, or other business to bring before the Committee.

**DISCUSS & CONSIDER INTER-DEPARTMENTAL COOPERATION:** Ms. Diemert reviewed the joint memo to the Solid Waste and Highway employees dated 9/26/08 from Ms. Diemert and Mr. Chamberlain. This memo listed the items of inter-departmental cooperation that we would continue to explore. The maintenance at the 13/21 Industrial Park was one item that could be transferred to the Highway Department. The Highway Commissioner is putting together figures to see if this would be advantageous to the County. Further discussion on inter-departmental cooperation will be held.

**FINANCIAL REPORT:** Ms. Diemert presented and reviewed the September 2008 Financial Report. Ms. Diemert also presented the September Check Summary Report, dated 9/30/08. She also presented

the revised price increase list that increases our revenues for 2009 by another \$29,535 as requested by Finance Committee at the Budget meeting. Discussion was held on each item. ***Motion by Keckeisen, second by Renner, to approve the September 2008 Financial Report, September Check Summary Report, and revised price increases for the 2009 Budget as presented. All in favor. Motion carried.***

**APPROVAL OF USED TRUCK PURCHASE AGREEMENT:** Ms. Diemert presented information on a used 2000 International 4900 rear load garbage truck. The purchase agreement has been approved by Corporation Counsel and Administrative Coordinator, and this purchase is budgeted in the 2008 budget. The 1990 Mack MR will be traded in on this truck. ***Motion by Renner, second by Morgan, to purchase the used 2000 International 4900 rear load garbage truck. All in favor. Motion carried.***

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated October 8, 2008 (see attached copy) and discussion was held. ***Motion by Johnson, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.***

**EMPLOYEE UPDATE:** Ms. Diemert reported on the employee status. One driver is still off since October 2007 on a Worker's Comp injury. It is unknown when he will be back. Another had knee surgery on September 17<sup>th</sup> and it is unknown how long he will be off. An on-call person to perform the FCI Prison route has been hired and most of the drivers have signed-off that they would like to have this person take their spot on the rotation. This will save paying overtime for our regular drivers.

**RESOLUTION OPPOSING REI GRANT FUNDING REVOCATION:** Ms. Diemert presented a resolution opposing the revocation of the REI grant funding. The resolution had been reviewed by Corporation Counsel. ***Motion by Keckeisen, second by Babcock, to sign the Resolution as presented and forward to the County Clerk for the October 21<sup>st</sup> County Board meeting. All in favor. Motion carried.***

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert stated that she had no training or conference requests.

**PRESENTATION OF CREDIT CARD IMPLEMENTATION PROJECT:** Ms. Diemert reported that a demonstration by three or four credit card companies is being set up by the Administrative Coordinators office for sometime in November. Committee members were invited to attend.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** There were no agenda items identified.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Friday, November 14, 2008 at 9:00 A.M. at the Courthouse. ***Motion by Johnson, second by Renner, to adjourn until the next meeting. All in favor. Motion carried.***

Meeting adjourned at 8:38 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**SITE REPORT**  
**October 8, 2008**  
**Solid Waste Department**

**TIPPAGE REPORT:** 3,173,820 lbs of garbage were brought in which is the highest amount ever brought into the landfill for September.

There were 14 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$840 in annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 4,081 new customers over the scale.

**MEETINGS/SEMINARS/TRAININGS/CONFERENCES:** Attended County Board meeting on September 16, 2008

Met with Administrative Coordinator, Highway Commissioner, and Unions regarding cooperative efforts between Departments on September 16<sup>th</sup> and 25<sup>th</sup>, 2008.

Met with Health Insurance Study Committee on September 23<sup>rd</sup>.

Attended the Department Head Meeting on September 25<sup>th</sup>.

Attended the NEWCMG/WCSWMA Fall Conference on October 1<sup>st</sup> & 2<sup>nd</sup>. Also attended the Pre-Conference Workshop on Business Recycling Audits on September 30<sup>th</sup>. During the conference a WCSWMA Executive Board meeting was held prior to the Conference. A 2009 Winter Conference Committee meeting was also held with AROW, SWANA, and WCSWMA representatives following the Waupaca Conference.

Attended the Regional Public Landfill meeting on October 7<sup>th</sup> in Monroe County.

Arranged for Master Gardeners to get bulk compost on Saturday, October 11<sup>th</sup>.

Plan to attend the REI Grant Revocation meeting for all interested parties on October 15<sup>th</sup> at Chula Vista.

Plan to attend County Board on October 21<sup>st</sup>.

Plan to attend Department Head meeting on October 23, 2008.

Plan to attend the Health Insurance Study Committee meeting on October 28<sup>th</sup>.

Plan to attend the Federal Property Advisory Committee meeting on October 29<sup>th</sup>.

Attended other various meetings through the month.

**SITE/EQUIPMENT IMPROVEMENTS:** Normal maintenance and repairs were performed during the month.

**INSPECTIONS:** Arranged for the annual scale testing and inspection of the truck scale. All testing and inspections passed. There was a small amount of water noted in the pit from the sump pump not working properly. Employees will remove the pump and replace it. No other inspections were conducted during September.

**LOSS CONTROL/SAFETY/STAFF ISSUES:** Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

Developed and implemented a Boat Disposal Policy/Procedure after receiving information from the DNR regarding fuels & other hazardous waste remaining in the boats that are being disposed in the landfill. This started from a complaint that the DNR received from a person that was denied access to the boats for scavenging.

Continued to work with the FCI Warden and the employee Union to set up a proper recycling program for the inmate commissary. We have been invited to tour the prison and their existing recycling program.

Received and posted State of WI DNR Solid Waste/Recyclables Transporter License. Also received and posted State of WI DNR Solid Waste Facility Operation License.

Received Certificate of Liability Insurance from D&K Recycling.

We also received our annual performance review from FCI and again received "Excellent" in all categories.

A 2009 Pharmaceutical Grant application is being prepared by LaCrosse County and Adams County is a partner in that grant application. Further discussions will be held with Public Health to plan a Pharmaceutical Collection in 2009.

A staff/safety meeting was held on September 29<sup>th</sup>. Agenda items included: Update on the Highway/SW Dept. Cooperation; Boat Disposal Policy; Winterizing Trucks; Snow Removal Duties; and the Prison Schedule.

Received and submitted the quarterly Recycling Fee and License Fee Report and Invoice.

Arranged for 2 employees to have random drug testing.

The monthly Hazardous Waste inspection was completed as required.

No other significant loss control/safety issues were seen this month.

**\*See Site Improvements section for more Loss Control/Safety Issues**

**INDUSTRIAL PARK:** Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Arranged for the quarterly testing and inspection of the wellhouse sprinkler system. All tests and inspections passed.

**ADMINISTRATIVE PROJECTS:** During the month of Sept/October the Director performed the following duties: Arranged shipments of tires, baled recyclables, computers, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed.

Continued to coordinate new curbside and residential route customer orders. We had 55 new account customers since the last report. 33 were new customers getting roll-off containers for clean-up or construction projects. 22 were for residential/business service that adds \$538.25 in annual revenues to the department. Many other inquiries and order changes have been received. We are currently billing \$500,697.00 annually for this service. More containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program.

Completed and submitted the 2009 Recycling Grant which was due October 1<sup>st</sup>.

Continued discussions on the glass aggregate project after receiving notice of the REI Grant funding being discontinued for 2009. Received a waiver from the DNR for the 75% flow-thru requirement for our glass. They are interested in keeping our glass operation functioning. A resolution opposing the revocation of the REI Grant money was prepared and forwarded to Corporation Counsel for review. The resolution will be on the October agenda.

Will go to Rome Drop-off site with driver and rearrange the containers so the attendants can see all containers better and discuss how the site could be more user friendly.

Met with marketing vendors and placed ads regarding various advertisements around the county.

Submitted monthly recycling report to the City of Adams as required.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

**LANDFILL CONSTRUCTION:** The Waste Volume Compaction Study was done on Cell #3. The compaction density for the past year is 1,387 lbs/cy. This is a 20.6% increase in waste density which is excellent.

Work continues on the preparation of the sub-base for Cell #4 as well as the clay capping of Cell #2. The leachate collection piping from the manhole on Cell #3 to the manhole on Cell #4 has been laid and is ready for documentation by Ayres.

Hank pointed out the MW36 Case Loader that we purchased from Federal Property for \$14,100.00. This loader on the open market would have cost us \$64,000 or more. The loader had a 4 yard 4 in 1 bucket and has less than 1000 hours on it.